



# **BOUGHTON-UNDER-BLEAN PARISH COUNCIL**

## **NOTICE OF MEETING SUMMONS AND AGENDA**

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A MEETING OF BOUGHTON-UNDER-BLEAN PARISH COUNCIL  
VILLAGE HALL MANAGEMENT COMMITTEE  
WILL BE HELD IN THE LIBRARY, BOUGHTON UNDER BLEAN VILLAGE HALL  
ON **TUESDAY 25<sup>th</sup> JULY 2023 AT 7:30pm**

Members of the public and press are invited to attend. Under the Openness of Local Government Bodies Regulations 2014, attendees may be filmed, recorded or otherwise reported about by anyone present. Unless advised otherwise, the council accepts no responsibility for data recorded in this way or its distribution. Any item on the agenda may be heard in private when considered to be confidential.

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### **1. ATTENDEES**

### **2. APOLOGIES**

### **3. DECLARATION OF INTERESTS**

### **4. PUBLIC PARTICIPATION**

Members of the public will be given up to 15 minutes to talk with Councillors, the item may be added to the agenda for the next meeting if agreed by Councillors.

### **5. MINUTES**

Confirm minutes of the Village Hall Management Committee meeting held on Tuesday 27<sup>th</sup> June 2023

### **6. MATTERS ARISING - items to be discussed**

- A. Insurance - Bar
- B. E.K. Fire Protection quote
- C. Crowdfunding
- D. Heating
- E. Set date for meeting - review of policies and hire fees

### **7. TASK LIST**

### **8. PROPERTY & MAINTENANCE**

- A. Urinal refurbishment
- B. Lights in library

### **9. PERSONNEL**

Maintenance/Handy Person required

### **10. FINANCE/ADMINISTRATION**

- A. Finance report
- B. Payments for approval
- C. Cancellation – HBHS – 05/07/23
- D. Natwest Bank Account – Additional Signatory
- E. Castle Water – Water Efficiency Audit
- F. Grant Money
- G. Boughton Parish Council – Subsidy Invoices

**11. CORRESPONDENCE**

**12. LETTINGS**

- A. Online bookings
- B. Emergency Telephone Numbers – Website
- C. KCOCC – Cancellation – 14/07/23

**13. MEMBERS COMMENTS / REPORTS**

**14. DATE OF THE NEXT MEETING - 29 August 2023**

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19<sup>th</sup> July 2023

*S. Muteham* Clerk to the Council